

Date: 17/06/2025

Satyam Singh

Subject- Internship

Dear **Satyam Singh**,

We would like to congratulate you on being selected as a **Web Development** intern for the internship program with Internboot. Your training is scheduled to start on **30th June 2025**, effective for 45 days. All of us at Internboot are excited that you will be joining our team!

As such, your internship will be focused primarily on learning and developing new skills and gaining a deeper understanding of concepts through hands-on application of the knowledge you attain in this internship.

Upon completion of the program, you will receive your certification of completion of the internship. Your appointment will be governed by the terms and conditions presented in **Annexure A**.

You would be reporting online.

Congratulations again, and we look forward to working with you.



Program Manager

Internboot

Annexure A

You shall be governed by the following terms and conditions of service during your internship with Internboot, and those may be amended from time to time.

1. You are being selected as an **Internboot Intern**. As an intern, you would be responsible for completing the training projects that will be assigned to you.
2. All the work that you will be producing at or in relation to Internboot will be the intellectual property of Internboot and its clients/partners. You are not allowed to sell, share, or distribute to a third party under any circumstances unless it is in writing by us itself. Similarly, you are expected to refrain from talking about your work in public domains.
3. You will be using your own computer throughout the program.
4. You will be working remotely for the duration of your internship.
5. You are expected to conduct yourself with utmost professionalism in dealing with your mentor, team members, colleagues, and everyone with due respect. In case of misbehaviour, the company reserves the right to terminate your internship on disciplinary grounds.
6. We take data privacy and security very seriously and maintain the confidentiality of the students, customers, clients, and companies' data and contact details that you may gain access to during your internship, which will be your responsibility. Internboot operates on a **zero-tolerance** principle with regard to any breach of data security guidelines. At the completion of the internship, you are expected to hand over all Internboot work/data stored on your personal computer.
7. If you leave the internship during the tenure, in that case, you are not eligible for the certificate.
8. You must maintain **80%** attendance throughout the internship tenure.